



DIVISION MEMORANDUM

October 9, 2015

No. 363 s. 2015

CORRIGENDUM & ADDENDUM TO DIVISION MEMO NO. 342 s. 2015

RE: TRAINING WORKSHOP ON THE PREPARATION OF SCHOOL IMPROVEMENT PLAN (SIP), ANNUAL IMPLEMENTATION PLAN (AIP), SCHOOL OPERATING BUDGET (SOB), PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP) AND ANNUAL PROCUREMENT PLAN (APP) BASED ON FY 2016 BUDGET

TO: Elementary Cluster/School Heads/Principals/School-In-Charge
Secondary School Heads/Principals/School-In-Charge
Public Schools District Supervisors/District Coordinating Principals
District and Secondary Senior Bookkeepers

1. Please be informed of the following correction and additional information of the Division Memo No. 342, s.2015, re: Training Workshop on the Preparation of School Improvement Plan (SIP), Annual Implementation Plan (AIP), School Operating Budget (SOB), Project Procurement and Management Plan (PPMP) and Annual Procurement Plan (APP) Based on the FY 2016 Budget:

Participants	Revised Date	Venue
Batch I - Balingasag to Magsaysay PSDSs, Elementary & Secondary School Heads, District/Secondary Senior Bookkeepers, All Secondary IUs Principals & Senior Bookkeepers	October 14-15, 2015	Basamanggas Resort, Jasaan, Misamis Oriental
Batch II – Lugait to Jasaan including Claveria PSDSs, Elementary & Secondary School Heads, District/Secondary Senior Bookkeepers	October 22-23, 2015	Koresco Hotel, Pueblo de Oro Golf Estates, CDO

2. To help you prepare and submit the required outputs or reports, the following information shall be your guide and references:

FOR SIP/AIP

- DepEd Order No. 43 s. 2015, Guidelines on the Enhanced School Improvement Planning (SIP) Process and the School Report Card (SRC)

FOR SOB/PPMP/APP

- DepEd Order No. 12 s. 2014, Implementing Guidelines on the Direct Release of Maintenance and Other Operating Expenses (MOOE) Allocations of Schools to the Respective Implementing Units

3. Formats and templates are available at www.depedmisor.net downloadables.

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Schools Division Superintendent



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